



PLANNING BOARD

TOWN OF GRAFTON
GRAFTON MEMORIAL MUNICIPAL CENTER
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Minutes of Meeting
Grafton Planning Board
December 12, 2022

A regular meeting of the Grafton Planning Board was held on December 12, 2022 and conducted via in-person and remote participation, Grafton Municipal Center, 30 Providence Road, Grafton, MA. Present for the meeting were Chair Justin Wood, Vice-Chair Robert Hassinger, Clerk David Robbins, Members Linda Hassinger and Prabhu Venkataraman and Associate Member Maura McCormack. Staff present was Town Interim Planner Eve Tapper and Natalia Alward.

Chair Wood called the meeting to order at 7:00 p.m.

1. PUBLIC INPUT

None.

2. ACTION ITEMS

- A. Approval Not Required Plan (ANR 2022-06), 341-331 Providence Road, Mark and Maureen Wojner (applicant/owner).

The applicant had requested re-endorsement of the plan, due to incorrect abutter information on the plan.

MOTION was made by Mr. Robbins, **SECOND** by Mr. Hassinger, to re-accept the plan as an “approval not required under Subdivision Control Regulations” and to have the Chair endorse the ANR plan. Roll Call Vote: Mr. Robbins, aye; Mr. Hassinger, aye; Mrs. Hassinger, aye; Mr. Venkataraman, aye; and Mr. Wood, aye. **MOTION** carried unanimously, 5 to 0.

- B. Decision, Special Permit (SP 2022-07/SPA) and Site Plan Approval, 16 Morgan Drive, Jeanmarie Houghton (applicant/owner).

The decision was written to include a one-year renewal requirement, with another review and renewal five years thereafter.

MOTION was made by Mr. Hassinger, **SECOND** by Mrs. Robbins, to approve the Decision, as written, and authorize the Chair to sign it on behalf of the Board. Roll Call Vote: Mr. Robbins, aye; Mr. Hassinger, aye; Mrs. Hassinger, aye; Mr. Venkataraman, aye; and Mr. Wood, aye. **MOTION** carried unanimously, 5 to 0.

- C. “Stillwater Estates” subdivision, DP 2020-02, 11 Wheeler Road

81W Petition – Grafton Land Trust (continued from November 28, 2022)

Ms. Tapper stated that a letter was received from Town Counsel, dated December 12, 2022, recommending that the Board should decline the petition as it has no standing. A letter was also received later today from the Grafton Land Trust (GLT) attorney, Michael Sowyrda, dated December 12, 2022. Ms. Tapper spoke to Town Counsel regarding the latter; Ms. Kremer, Town Counsel, stated that the letter from Mr. Sowyrda did not change her opinion, as stated in her letter, mentioned above.

Mr. Sowyrda, present at the meeting and representing the GLT, stated that he had additional information that he had provided to Town Counsel. He had also filed an amended petition and submitted an email from Norman Hill of Land Planning, Inc.

Mr. Knapik, attorney, present and representing the developer, provided a rebuttal to Mr. Sowyrda.

The Board decided to defer the matter, including the materials submitted and arguments offered, to Town Counsel.

Lot Release Request, Lots 3, 4, 5 and 6

MOTION was made by Mr. Robbins, **SECOND** by Mr. Hassinger, to release Lots 3,4, 5 and 6 from the covenant and to have the Chair endorse the release document on behalf of the Board. Roll Call Vote: Mr. Robbins, aye; Mr. Hassinger, aye; Mrs. Hassinger, aye; Mr. Venkataraman, aye; and Mr. Wood, aye. **MOTION** carried unanimously, 5 to 0.

Tripartite Agreement Approval/Endorsement

MOTION was made by Mr. Robbins, **SECOND** by Mr. Hassinger, to approve the Tripartite Agreement and to have the Chair endorse the release document on behalf of the Board. Roll Call Vote: Mr. Robbins, aye; Mr. Hassinger, aye; Mrs. Hassinger, aye; Mr. Venkataraman, aye; and Mr. Wood, aye. **MOTION** carried unanimously, 5 to 0.

3. PUBLIC HEARINGS

A. Determination of Completeness, “Highfields of Grafton,” Magill Associates. (continued from September 26, 2022)

MOTION was made by Mr. Hassinger, **SECOND** by Mr. Robbins, to continue the public hearing to 7:30 p.m. on January 23, 2023, as per the applicant’s submitted written request. Roll Call Vote: Mr. Robbins, aye; Mr. Hassinger, aye; Mrs. Hassinger, aye; Mr. Venkataraman, aye; and Mr. Wood, aye. **MOTION** carried unanimously, 5 to 0.

B. Request for Site Plan Approval (SPA 2022-01), 25 Snow Road, Jagath Senasinghe (applicant/owner).

The Clerk read the public hearing notice.

Ms. Tapper reviewed the application request for the Board and stated that the submitted parking and floor plans do not mention that this is a daycare; more detail and a proper site plan should be included. There are no exterior alterations being proposed and as to the interior alterations, those would be under the purview of the building codes and the Building Commissioner. The site had been operating as a daycare for some time, without the necessary permitting.

Mr. Senasinghe was present via “Zoom,” and stated that he would provide a revised site plan, as per the Board’s request. He verbally requested a public hearing continuance to January 9th, at 7:30 p.m.

MOTION was made by Mr. Hassinger, **SECOND** by Mr. Robbins, to continue the public hearing to 7:30 p.m. on January 9, 2023, as per the applicant’s verbal request, provided the applicant follows up with a written request. Roll Call Vote: Mr. Robbins, aye; Mr. Hassinger, aye; Mrs. Hassinger, aye; Mr. Venkataraman, aye; and Mr. Wood, aye. **MOTION** carried unanimously, 5 to 0.

4. DISCUSSION ITEMS

A. Master Plan.

Dominique DuTremble, Sarah O'Brien and Elena Ion, all of Central Mass Regional Planning Commission (CMRPC), made a presentation and updated the Board on the status of the Master Plan.

There was a discussion regarding setting the direction, the issues to discuss in Phase II, who sets the goals, engaging the community and other departments and the types of questions to ask stakeholders in Phase II.

The Board may have additional feedback and the item will remain on the agenda for the Board's January 9th meeting.

5. GENERAL BUSINESS

A. Bills

MOTION was made by Mr. Hassinger, **SECOND** by Mr. Robbins, to approve payment of the bills presented. Roll Call Vote: Mr. Robbins, aye; Mr. Hassinger, aye; Mrs. Hassinger, aye; Mr. Venkataraman, aye; and Mr. Wood, aye. **MOTION** carried unanimously, 5 to 0.

6. ADJOURNMENT

MOTION was made by Mr. Hassinger, **SECOND** by Mrs. Hassinger to close this meeting. Roll Call Vote: Mr. Robbins, aye; Mr. Hassinger, aye; Mrs. Hassinger, aye; Mr. Venkataraman, aye; and Mr. Wood, aye. **MOTION** carried unanimously 5 to 0. The meeting was adjourned at 8:55 p.m.

These minutes were approved by the Planning Board on: _____